

Minutes
Environmental Laboratory Advisory Board (ELAB) Meeting
January 9, 2001
1:00 - 4:00 p.m. EST
Via Teleconference
Minutes prepared by ELAB

PRESENT: Jeanne Hankins, Stephen Billets, Scott Evans, Dan Bivens, Al Verstuyft, Jerry Parr, Connie Hall, Elaine LeMoine, Mark Marcus, Peter Spath, Tom Coyner, Wilson Hershey

1. November 3, 2000 minutes were approved.
2. Al Verstuyft and Scott Evans updated ELAB on ASETT activities. The key points were:
 - A. Standard must satisfy (meet the needs) of stakeholders: ASETT, EPA, NELAC.
 - B. The use of "assumed" should be removed from the document.
 - C. The standard should conform with NELAC Chapter 6. (Scott Evans does not concur.)
 - D. Procedural issues need to be addressed.
 - E. The word "not" should be removed on pages 6/59 and 10/59 per Wilson Hershey's comments.
 - F. The draft standard should conform to ISO 17025 per Dan Bivins comments.
 - G. State accreditation issues need to be considered.
 - H. Standard is part of a bigger NELAC document and should be incorporated by reference. (Scott Evans does not concur.)
 - I. Role of the observer needs to be defined.
 - J. Timeline needs further definition. (4/6 draft for 5/1 upload onto NELAC Website; 9/1 revisions for interim meeting)

Given the discussion in the ASETT teleconference to resolve negatives, there is a "new" effort to rewrite the draft standard to conform to ISO 17025. The new draft standard will probably be more integrative to meet the "spirit of NELAC" and ISO 17025, and will take more time than the timeline in point J above.

3. ELAB reviewed the PT issues raised in the letter from Tom Coyner and decided to form a subcommittee co-chaired by Jerry Parr and Tom Coyner. Some of the key concerns were as follows:

NELAC should establish a firm goal as to what to measure. Further, acceptance criteria for PTS are not subject to review through the NELAC process. Criteria have been established quickly to aid in implementation of NELAC and need to be revisited. Subcommittee should include:

- EPA Office of Water
- NELAC PT Committee

- NIST
 - Various state representatives
4. Mark Marcus reported that ASTM is trying to finalize an agreement with ANSI regarding the ISO copyright. Jerry Parr stated that he will provide information from the copyright handbook to the next meeting.
 5. The idea of forming a subcommittee to deal with various detection or reporting limits was discussed and deferred to the March 6 meeting.
 6. Steve Billets and Peter Spath reported on their November 28, 2000 meeting with the heads of other USEPA federal advisory committees. The action item coming from this discussion was that ELAB should designate one teleconference a year as a strategic planning session. The first such meeting will be April 24, 2001 from 2:00 to 4:00 p.m. eastern time.
 7. Following discussion, ELAB decided to make a recommendation to NELAC that it establish a policy as to when to develop new standards. The wording of the recommendation will be finalized during the March 6 ELAB teleconference.
 8. The meeting was adjourned shortly before 4:00 p.m. EST.